

Dear Applicant

Young Persons Mentor

Thank you for expressing an interest in working at Our Celebration.

This is a new role within our organisation, focussing specifically on the needs of younger people at a critical time in their lives.

To succeed in this role you will need a combination of excellent communication, problem solving and organisational skills. Mentors at Our Celebration work directly with individuals to provide them with all of the support, encouragement and motivation they need in order to succeed. By building strong relationships with individuals and their wider care teams you will be able to help them plan for the future by making plans, setting goals and find ways to overcome any barriers they might face along the way.

Of course, with such a varied role you will not be working in isolation. With the full support of the Recovery Manager to deal with client related issues and experienced colleagues within our wider team you will always have somebody to turn to for help, especially during the early stages when you are settling into the new job.

Supporting young people within different projects at Our Celebration will require some flexibility in the hours that you work. We anticipate that part of your week will be working regular set hours, with the rest changing to meet the needs of the people you are currently working with.

Please remember to read the job description and person specification that relates to this post and make sure you tell us about how you meet the essential skills criteria we are looking for. The closing date to have your completed application back to us is 12 noon on Wednesday 24th March.

For more information about us have a look at our website and give me a call on 01904 643364.

I look forward to hearing from you.

Yours sincerely

David Smith
General Manager



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Our Celebration

Young Person's Mentor

Job Description

Job Title:	Young Person's Mentor
Responsible to:	Recovery Manager
Primary Job Purpose:	To support young people recovering from mental health to move into and sustain mainstream activity.

Client Focussed

1. To promote the project and recruitment of clients.
2. To organise and conduct initial interviews, assessing prospective clients suitability for the project and follow up with setting learning / development plans and objectives.
3. To arrange assistance for clients undertaking training such as additional one to one sessions and learning support as required.
4. To provide information, advice and guidance for clients on job training opportunities and career development, including motivating clients to seek employment or further training.
5. To provide ongoing support, information and advice to clients accessing the project in order to ensure that they remain motivated and focussed in achieving their agreed objectives.
6. To provide ongoing support to clients after they have left the project and moved into mainstream activity.
7. To arrange mainstream learning, volunteering and employment opportunities for clients.

External Relationships

8. To build effective relationships with mental health professionals likely to refer clients to the project.
9. To build effective partnerships with mainstream providers likely to be of assistance to clients.
10. To promote the benefits to mainstream providers of recruiting from the Young Person's Project.
11. To provide advice and assistance to external providers to assist them in overcoming difficulties maintaining clients in mainstream activities.
12. To facilitate clients access to other organisations.
13. To market the project and our clients to suitable employers.

Administrative

14. To be responsible for monitoring, recording and reporting individual and project outcomes.
15. To assist the General Manager with the project administration as required.

Other

16. To undertake other duties that may from time to time be reasonably requested.

Our Celebration
Young Person's Mentor
Person Specification

Essential

1. A detailed knowledge of the barriers young people recovering from mental ill health may face and interventions that may be helpful in overcoming those barriers – especially for those recovering from first-episode psychosis.
2. Excellent verbal and written communication skills.
3. Excellent organisational and time management skills.
4. Experience of job searching, CV writing and interviewing skills.
5. An understanding of the voluntary sector and how voluntary opportunities can be accessed.
6. An understanding of the learning sector, access and funding for courses.
7. Experience of working with individuals recovering from mental ill health.
8. An empathy for the client group.
9. Excellent interpersonal skills.
10. Pro-active and able to work on own initiative.
11. Ability to build good internal and external working relationships including private sector employers.
12. A commitment to equal opportunities.
13. Able to work as part of a team.
14. Computer literate – ability to use Microsoft Word & Excel, access websites, send and receive email.

Desirable

15. A counselling and / or mental health qualification.